

**HARMAR TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC HEARING  
AND  
REGULAR BUSINESS MEETING  
THURSDAY JANUARY 15, 2015  
HARMAR TOWNSHIP MUNICIPAL BUILDING**

**PRESENT**

Pat Janoski	Chairman
Kim Toney	Vice Chairman
Linda Slomer	Supervisor
Jerry Chalmers	Supervisor
Bob Exler via telephone	Supervisor
Chuck Means	Solicitor
Donna Piper	Secretary/Treasurer
Larry Seiler	Engineer

**CALL TO ORDER**

The Chairperson called the Board of Supervisors Regular Business Meeting of January 15, 2015 to order at 7:05 pm. The Pledge of Allegiance was recited.

**CALL TO ORDER – PUBLIC HEARING**

The Chairperson called the Public Hearing to order. The Solicitor stated the purpose of the Public Hearing is to consider a place of worship as a conditional use in a C-2 zoning district.

Mr. Exler was then contacted via telephone to be present for the Hearing.

Pastor Mike Brownfield of Crosspointe Church (fka: Hampton Bible Church) represented the applicant and discussed the various proposed programs for youth, education and social activities. Pastor Brownfield stated that the Church intends to open and hold their first service on Easter Sunday.

Ron Sprowl, church member stated that the building footprint will remain the same and there will be no changes to the sanitary or storm sewers. Mr. Sprowl also testified that there are no issues with the highway occupancy permit as the ingress and egress to the site will not be altered; and the Church intends to improve the landscaping around the building.

Amy Hosey of 116 Wilson Avenue, church member and Township resident spoke in support of the church location.

There being no further testimony or questions, the Chairperson closed the Public Hearing at 7:15 and asked for a motion to approve the conditional use request for a place of worship in a C-2

zoning district. Ms. Toney made the motion to approve the request and Mr. Chalmers provided the second. A roll call vote was unanimous and the motion carried.

### **PRESENTATION**

None.

### **PUBLIC COMMENTS**

Mae Brown of Harmar Township asked if the police department has any leads in regard to the recent thefts in Chapel Downs. Chief Domaratz stated, the Department is following-up on leads and he has assigned additional patrol cars to the area.

Mae Brown asked the Chief if anything could be done about the PPG employees smoking on the corner of Guys Run Road and Meadowvale. Chief Domaratz agreed to look into it and contact someone at PPG.

Mae Brown mentioned the high grass and weeds protruding into the right-of-way at the corner of Guys Run Road and Meadowvale. The Chairperson stated she would have someone look into it.

Thelma Jewart of Harmar Township asked what the Township is doing about the moderate distress of the Pension Plan(s). Ms. Slomer stated, per the Township's Actuary, the plan(s) are on the verge of coming out of distress; and the Board implemented a 5% mandatory employee contribution effective January 1, 2015.

Thelma Jewart also asked about the real estate tax collection rate. Mr. DiPalma reported, ninety-four accounts remained unpaid as of December 31 and will be turned over to the delinquent tax collector. Ms. Janoski (former tax collector) stated, the previous year's collections (2013) were comparable to the 2014 collections.

### **APPROVAL OF MINUTES**

Ms. Slomer made a motion to approve the minutes of the December 18, 2014 regular business meeting and the January 5, 2015 Organization Meeting. Mr. Chalmers provided the second and the motion was carried unanimously.

### **APPROVAL OF TREASURERS REPORT**

Ms. Janoski made a motion to approve the Treasurer's Report as read with the exception of the Sewer Revenue Checking Account ending balance for the month of December. Ms. Slomer provided the second and the motion was carried unanimously. Dr. Piper will look into the month end balance for the Sewer Revenue account.

### **AUTHORIZE PAYMENT OF BILLS**

Ms. Janoski motioned to ratify payment of bills as follows:

- a) Ratify payment of bills from General Fund in response to due dates and discounts

December 23, 2014	\$ 32,062.93
<u>December 31, 2014</u>	<u>\$ 48,210.44</u>
TOTAL	\$ 80,273.37

- b) Ratify payment of bills from the Sewer Revenue Fund in response to due dates and discounts

December 23, 2014	\$ 57.88
<u>December 31, 2014</u>	<u>\$ 2,753.18</u>
TOTAL	\$ 2,811.06

- c) Ratify payment of bills from the Developers Escrow Fund in response to due dates and discounts

December 23, 2014	\$ 98.84
<u>December 31, 2014</u>	<u>\$ 17,571.90</u>
	\$ 17,670.74

The motions was seconded by Ms. Slomer and carried unanimously.

### **SOLICITOR'S REPORT**

Attorney Means reported, the Board met at 6:00 in Executive Session to discuss legal matters of contracts. In addition, Attorney Means reported that his office will continue their work on the legal description for the new section of Rich Hill Road.

### **ENGINEER'S REPORT**

Larry Seiler reported:

#### Pitt Ohio Development

Rich Hill Road paving and traffic signal is 97% complete. Work is proceeding with the permanent traffic signal installation and punch list items.

#### 2014 Paving Project

The Board awarded the contract to the low bidder – A Folino Construction, Inc. The work is 98% complete. Line striping and punch list items remain to be completed.

#### CD 40 Project – Acme Avenue Culvert Replacement

The Supervisors authorized Senate Engineering to proceed with the CD 40 area-wide project. The project bid opening was on September 24, 2014, the low bid was \$108,125.00 submitted by Pampena Landscape. The work will be completed in the second quarter of 2015.

#### Hulton Bridge Project

Senate Engineering has reviewed the PennDot proposal to relocate approximately 750 LF (8" diameter) sanitary sewer owned by the Township in lieu of replacing 6 sanitary manholes. The Township approved the revision at the June 2014 meeting. The work is completed except for the replacement of one brick sanitary manhole located in Freeport Road.

#### Guys Run Road Bridge

PennDot proposes to replace a Guys Run Road Bridge referred to as Bridge A03. The project requires the Township's sanitary sewer to be relocated – near the bridge site. PennDot notified the Township on December 2, 2014 that the bridge A02 would not be included for replacement. In addition, Mr. Seiler reported that PennDot may provide 100% funding for the sanitary sewer line relocation.

#### Acme Creek Stormwater Pipe

The Township has received documents indicating the Township is responsible for maintenance of the piping in the Pollick property. The Township has installed barricades and plywood over the sinkholes. A CD 41 Grant Application was submitted for this project. In addition, Mr. Seiler reported that the Township (Road Foreman) is looking into obtaining a camera to televise the subsurface drain pipe.

#### CD 41 Applications

Senate Engineering submitted the CD 41 Applications to the AVNCOG for the Terrace Drive Retaining Wall Phase III and Pearl Avenue Culvert projects.

#### AVJSA Consent Order

The AVJSA has installed seven flow meters in the Township's sanitary sewer system. The meters will record for a six month period beginning in January 2015 as per the DEP Consent Order.

#### Huntley & Huntley Natural Gas Lease

A meeting was held with a Huntley representative on 12/4/2014 to discuss a natural gas lease. The Township has 90.4 acres that potentially could be leased by Huntley for natural gas rights. Huntley is requesting the Board's position/direction regarding this matter.

#### CITF Grant Application

The 2015 CITF Grant Application period will begin January 20, 2015 and end February 27, 2015.

### **COMMITTEE AND DEPARTMENTAL REPORTS**

#### Roads

The Chair reviewed the written road report as provided to the Board and public. Items of interest highlighted included: salting of roads, pesticide class/continuing education, and tree trimming in Acme Park was completed.

Police

The Chair reviewed the written report as provided to the Board and public. Items of interest highlighted included: the Department responded to 209 service calls and issued 41 traffic citations.

Code Enforcement

The Chair reviewed the written report as provided to the Board and public. Items of interest highlighted included: 4 building code permits were processed along with 7 occupancy inspections completed.

Real Estate Tax Collection

The Chair reviewed the written report as provided to the Board and public. Items of interest highlighted included: \$10,732.61 in real estate taxes was collected during the month of December and \$37,288.16 remained outstanding at year end for the year 2014.

**CORRESPONDENCE**

Liquid Fuels 2013 Attestation

Dr. Piper presented the Attestation from the Auditor General's Office for the 2013 Liquid Fuels Audit.

Jacoby Bridge Design Meeting

Dr. Piper presented correspondence from the engineering firm of McTish, Kunkel & Associates for Allegheny County in regard to a final design meeting on site on January 16, 2015 at 11:00 am for the Jacoby Bridge (County Bridge) Replacement Project. The Township Engineer and Road Foreman will attend the meeting to represent Harmar Township.

**UNFINISHED BUSINESS**

Phoenix Benefits Group as Township Actuary

Ms. Slomer made a motion to accept the letter of engagement and appoint the Phoenix Benefit Group as the Township's Pension Plan(s) Actuary. Mr. Chalmers provided the second and the motion was carried unanimously.

Security System Upgrades – Access Systems Lock & Security

Dr. Piper presented a revised proposal (January 13, 2015) from Access Systems for two doors as opposed to 3 doors – per the original proposal of November 6, 2014. As per the 2015 adopted budget, the Township will upgrade the security locks for two doors. Initially the Board approved the exterior door/access to Codes/Tax Office and the interior door/access to Secretary/Treasurer Office. Dr. Piper then requested that the interior door be changed to the main business office door – based upon discussions with the office staff and Supervisor Chalmers in the weeks prior to the January meeting. Mr. Chalmers made a motion to approve the change request. Ms. Slomer provided the second and the motion was carried unanimously.

Huntley & Huntley Presentation

Dr. Piper asked the Board if they would be willing to place the Huntley & Huntley Presentation as scheduled for the March Business Meeting at the end of the agenda and after all business as per the March agenda is decided. Discussion ensued and the Board agreed to change the order of the March agenda. Mr. Seiler will contact Huntley & Huntley to let them know of the time change from 7:00 to 7:45.

PSATS UC Group

Attorney Means presented the advertised ordinance and Agreement for participation in the PSATS Unemployment Compensation Group Trust that provides assistance in administering the Township's UC Claims and acts as a vehicle to pool resources to provide for UC obligation in a cost effective manner. Ms. Toney made a motion to adopt the advertised Ordinance and to enter into an updated Agreement with the PSATS UC Group Trust. Ms. Slomer provided the second and the motion was carried unanimously.

**NEW BUSINESS**

Swift Reach Sharing

Dr. Piper discussed the option of sharing the Township's SwiftReach subscription with the Harmar Water Authority thereby saving the Township \$450 per year (the cost of the Authority's annual subscription). In exchange, the Authority will have unlimited uses and access permission. Mr. Chalmers made a motion to approve subscription sharing. Ms. Toney provided the second and the motion was carried unanimously.

Allegheny League of Municipalities (ALOM) 42<sup>nd</sup> Annual Conference

Dr. Piper presented information from ALOM in regard to the 42<sup>nd</sup> Annual Conference to be held at Seven Springs on April 9-12, 2015. Ms. Slomer made a motion to allow any Board member to attend the continuing education event. Mr. Chalmers provided the second. The motion carries by majority. Mr. Exler voted no.

**OTHER BUSINESS ADDED**

Rich Hill Road

Attorney Means informed the Board that an Ordinance to vacate the old portion of Rich Hill Road will need to be advertised. Ms. Janoski made a motion to authorize the Secretary to advertise the ordinance. Ms. Slomer provided the second and the motion carried unanimously. Attorney Means also informed the Board that the Board will need to formally adopt the new portion of the road. Discussion ensued. Larry Seiler is to provide a metes and bounds description and map to Attorney Means to compile the necessary documents.

Motion to authorize Secretary to purchase the 2015 Ford F-650

Dr. Piper presented a revised quote to the Board for the 2015 Ford F-650. The purchase of the F-650 was approved with the adoption of the 2015 General Fund Budget with funds for the purchase coming from various line items in the budget and the Liquid Fuels Fund. The revised proposal is for a 2015 F-650 as opposed to a 2013 F-650 and also



includes a few upgrades – at a lower cost compared to the original proposal of September 29, 2014. In addition, as proposed, Walsch Equipment will be outfitting the truck with a municipal package to include but not limited to a plow and salt spreader. The quotes and purchase(s) are via the PA Costars Municipal Vehicles Contract. Mr. Chalmers made the motion to authorize the Secretary to purchase the truck as per the revised Tri-Star quote and the Walsch Equipment quote. Ms. Toney provided the second. The motion was carried by a majority. Mr. Exler voted no.

#### Officer Walls to Perform Detective Responsibilities

Chief Domaratz presented his plans and needs to have and maintain a named Detective in the Harmar Police Department. The Chief recommended Officer John Walls for the position and presented to the Board, letters of recommendation. Discussion ensued. Ms. Toney made a motion to establish a Detective's Position. Mr. Chalmers provided the second and the motion was carried unanimously. Ms. Toney made a motion to appoint Officer John Walls as the Harmar Township Police Department Detective. Mr. Chalmers provided the second and the motion was carried unanimously.

#### Secretary to Attend Continuing Education

Dr. Piper requested permission to attend a continuing education opportunity on Records Management and the Right-to-Know Law, hosted by the Pennsylvania Historical Commission in Greensburg on Wednesday, January 21, 2015 at a cost of \$125. Ms. Toney made the motion to authorize the Secretary to attend. Ms. Slomer provided the second and the motion was carried unanimously.

#### Resignation of Barbara Noll as Auditor

As per the verbal resignation of Barbara Noll as Auditor at the Organization Meeting on January 5, 2015 due to the appointment of Ms. Noll as the Chairman of the Vacancy Board, Ms. Slomer made a motion to ratify the verbal resignation with acceptance of the written resignation. Mr. Chalmers provided the second and the motion was carried unanimously.

#### Appointment of William Saxe as Auditor

Ms. Slomer made a motion to appoint Mr. William Saxe as Auditor to fill the vacant seat and finish the term of Barbara Noll. Ms. Toney provided the second. The motion was carried by a majority vote. Mr. Exler voted no.

Mr. Exler announced his telephone participation withdrawal from the meeting.

### **PUBLIC COMMENT(S)**

Mr. Hillary asked the purpose for the costly upgrades to the security system. Ms. Slomer stated that the keys to the security locks are very expensive and the key fob system eliminates having to keep making keys and changing locks for various doors. Mr. Hillary asked the

Secretary, if she were to get locked out without her fob, what would she do? The Secretary stated that the Chief has a fob that accesses all doors.

Thelma Jewart asked who maintains Route 910 and Locust Hill Road. Mr. Seiler answered – those are both State Roads maintained by PennDot.

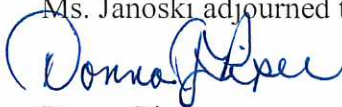
### **BOARD COMMENT(S)**

Ms. Toney stated that she is not in favor of Board members attending Regular Business Meetings on the telephone. She feels that it is time consuming and annoying because things have to be repeated. Mr. Hillary in the audience, asked “What would happen if two Board Members are not able to attend and want to attend via the telephone”? Mr. Chalmers agreed. Ms. Toney made a motion to no longer permit a Supervisor to attend a public meeting via the telephone unless approved by a majority of the Board in a public meeting – prior to or during the meeting to be attended via the telephone. Ms. Slomer provided the second. The Chair asked for questions on the motion. Dr. Piper asked if the no telephone policy only applied to regular business meetings or all meetings to include Public Hearings. Ms. Toney clarified her motion by stating – all meetings of the Board of Supervisors to include Public Hearings. The motion was carried unanimously. Mr. Exler was not present for the discussion or vote because he had concluded his attendance via telephone prior to the Public Comment(s) period.

Mr. Chalmers stated that one of the Road Crew employees will be retiring next January. He would like the Board to advertise for the position and hire the replacement to start in July or August. Dr. Piper suggested that the employee place his intention in writing before the Township moves forward.

Ms. Slomer made mention of an article in the newspaper about a Cheswick company by the name of Dynamics, Inc. and their advancements in credit card protection.

Ms. Janoski adjourned the meeting at 8:30 pm.



Donna Piper  
Secretary/Treasurer